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Approved For Release 2004/07/07 : CIA-RDP71R00510A000700160018-7

DD/ST# 3148-68

ORD 5164-68

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MEMORANDUM FOR: Deputy Director for Science and Technology

SUBJECT : R&D Coordination Meeting

25X1 1. To follow up on our discussion regarding an R&D coordination meeting, I suggest that under your authority as the R&D Coordinator you convene a two-day meeting involving TSD, ORD, NPIC, OEL and Commo as the principals. Other offices could be invited if you so desire. The meeting could possibly be scheduled for late September or early October. The attendees might be restricted to Office directors and deputies and yourself at this initial meeting. It would be highly desirable if the DD/P and perhaps a senior DD/I officer could attend a portion of the session. It would be more convenient to hold such a meeting at [redacted] although either location is acceptable. A draft agenda is attached for your information.

2. The major objective of this meeting should be to establish a basis for implementing your role as R&D Coordinator. This meeting would not necessarily involve detailed coordination of R&D projects; this would be discussed at subsequent meetings. Among the major topics of interest, according to my information, are:

- a. Current and future policies on recruitment and career development of DD/S&T personnel, including rotation;
- b. Current and future outlook for budget and slots for R&D;
- c. Selection and management of contractors;
- d. Definition of responsibilities of the various Offices engaged in R&D;

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e. Establishment of an equitable and intelligently derived distribution of R&D funds within the Agency including planning, programming and review of R&D.

f. More rigorous methods of establishing R&D requirements and priorities.

3. I cannot emphasize strongly enough the concern among other Offices and Directorates over the question of R&D coordination. A meeting of this kind would do much to allay apprehension, particularly outside of the DD/S&T. It would be naive to assume that this initial meeting would produce any definitive results; however, it would provide the R&D groups with tangible evidence that you are now prepared to carry out your responsibilities in this area and would undoubtedly surface a number of common items of concern which would be of value to you. Hopefully, participation by the DD/P and perhaps the DD/I would bring out some of their concern from the point of view of the consumer.

4. Although it was initially suggested that ORD undertake to initiate this meeting, I feel that this would be in conflict with your charter and would place ORD in an awkward position. However, we would be happy to assist you or in making suitable arrangements.

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Deputy Director
of
Research and Development

Attachment
As Stated

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ATTACHMENT

R&D Coordination Meeting

First Day

4 hours	Discussion of R&D Policy
4 hours	Show and Tell Session

Second Day

1 hour	TSD
1 hour	ORD
1 hour	NPIC
1 hour	OEL
1 hour	Commo

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